

25X1A9a

Subject: Slot Change NE-3

This position is for providing an Intelligence Clerk to process CE card records and requests from field or other organizations for CE type search.

The incumbent will work into tracing, liaison with Records Integration, writing of memoranda on information available, and searching for name, organization or subject references. The duties will be somewhat comparable to BV-418 in RI.

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[REDACTED] has been on the job a couple of days and is apparently not happy in the assignment. NE says they need someone to do the work and desire to change the title of the slot to fill it with someone to do the CE ~~fill~~ work.

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[REDACTED] is being reassigned - PDC has action pending.